

Spec. Code: 2791
Occ. Area: 01
Work Area: 069
Prob. Period: 6 mo.
Prom. Line: none
Effective Date: 06/23/00

RADIATION SAFETY OFFICER

Function of Job

Under administrative supervision from a designated supervisor, to be responsible for directing a radiation safety program.

Characteristic Duties and Responsibilities

1. serves as an advisor to users of radioactive materials and radiation producing equipment concerning such matters as the types of materials and equipment that can be used under existing licenses and the safe storage of materials and equipment, with responsibility for implementing established federal and institutional policies and regulations
2. interprets institutional and non-institutional policies and regulations governing the use of radioactive materials and radiation-producing equipment
3. evaluates the effectiveness of existing radiation policies and programs, including identifying deficiencies and recommending modifications in them
4. coordinates institutional radiation-safety activities with radiation safety policies, procedures, and regulations established by various governing agencies (such as the Nuclear Regulatory Commission), involving such tasks as presenting and interpreting new policies, regulations, and project proposals to institutional committees and presenting the institution's position on a wide variety of radiation projects and regulations to outside agencies
5. establishes, maintains, or supervises the maintenance of records reflecting the licensing and registration of radioactive materials and radiation-producing equipment
6. evaluates architectural drawings and specifications for adequate radiation shielding and contamination control provisions, including identifying safety hazards and recommending required modifications
7. reviews applications for procurement of radioactive materials and radiation-producing equipment to ensure compliance with established policies and regulations governing procurement, use, and storage and to eliminate duplication
8. supervises decontamination of facilities, transport of unusually hazardous radioactive material, and disposal of radioactive waste, with responsibility for implementing effective safety measures
9. investigates excessive personnel radiation exposures and accidents resulting in serious contamination of university facilities, including determination of causes and recommending preventive or remedial measures

10. performs related duties as assigned

Minimum Acceptable Qualifications

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. One year of experience in health physics, medical physics, or radiation protection
2. Any one or any combination of the following:
 - a) College course-work with a major in the physical sciences
 - or
 - b) Work experience performing progressively more responsible duties in the implementation and monitoring of a radiation safety program
 - or
 - c) College course-work in the physical sciences

that totals 1.0 unit according to the following conversion rates:

120 semester hours of “a” (or a Bachelor’s degree) = 1.0 unit

48 months of “b” = .75 unit*

48 semester hours of “c” = 1.0 unit

Amount of education and experience less than those listed above should be converted to decimal equivalent of 1.0 unit and added together when computing combinations of the different types of preparation.

*Balance of requirement **must** be met by course-work in “c”.

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough knowledge of health physics and radiation protection

2. thorough knowledge of procedures, record systems, and state and federal laws and regulations pertaining to radiation protection
3. knowledge of biological effects of radiation and the interaction of radiation with matter
4. administrative ability